



California
Department of
Health Services

SANDRA SHEWRY
Director

State of California—Health and Human Services Agency
Department of Health Services



ARNOLD SCHWARZENEGGER
Governor

May 10, 2006

PPL No. 06-007

TO: Local Educational Consortia (LEC) Medi-Cal Administrative Activities (MAA) Coordinators, Local Governmental Agency (LGA) Medi-Cal Administrative Activities (MAA) and Targeted Case Management (TCM) Coordinators

SUBJECT: County-Based MAA (CMAA) Claiming Plan/Invoice Training, County-Based MAA/TCM Time Survey Training, TCM Cost Report Training, and School-Based MAA (SMAA) Time Survey Training

The California Department of Health Services' (CDHS) Administrative Claiming, Local and Schools Services Section (ACLSS) is conducting **mandatory** training workshops for CMAA Claiming Plan/Invoice Training in June 2006, CMAA/TCM Time Survey Training in July 2006, SMAA Time Survey Training in July 2006, and TCM Cost Report Training in August 2006.

CMAA Claiming Plan/Invoice training workshops will take place on the three dates and locations as follows:

Friday June 9, 2006

9:00 am – 4:00 pm
Dept of Education
1430 N Street
Auditorium
Sacramento, CA 95814

Tuesday June 13, 2006

9:00 am – 4:00 pm
Alameda Co. Children &
Families Commission
1100 San Leandro Bl Ste 100
San Leandro, CA 94577

Tuesday June 20, 2006

9:00 am – 4:00 pm
Social Services Agency/
Children & Family Services
Annex Auditorium
744 N. Eckhoff Street
Orange, CA 92868

CMAA/TCM Time Survey training workshops will take place on three dates and locations as follows:

Friday July 14, 2006

10:00 am – 3:00 pm
Dept. of Health Svcs
1500 Capitol Avenue
1st Floor Auditorium
Sacramento, CA 95814

Tuesday July 18, 2006

10:00 am – 3:00 pm
Alameda Co. Children &
Families Commission
1100 San Leandro Bl Ste 100
San Leandro, CA 94577

Wednesday July 26, 2006

10:00 am – 3:00 pm
Social Services Agency/
Children & Family Services
Annex Auditorium
744 N. Eckhoff Street
Orange, CA 92868

TCM Cost Report training workshops will take place on three dates and locations as follows:

Tuesday August 1, 2006

10:00 am – 3:00 pm
Alameda Co. Children &
Families Commission
1100 San Leandro Bl Ste 100
San Leandro, CA 94577

Tuesday August 8, 2006

10:00 am – 3:00 pm
Social Services Agency
Children & Family Svcs
Annex Auditorium
744 N. Eckhoff Street
Orange, CA 92868

Friday August 25, 2006

10:00 am – 3:00 pm
Sacramento Co Dept Health
& Human Services
Admin Building
7001 East Parkway
Sacramento, CA 95823

SMAA Time Survey training workshops will take place on two dates and locations as follows:

Thursday July 20, 2006

10:00 am – 3:00 pm
Dept. of Health Services
1500 Capitol Ave.
1st Floor Auditorium
Sacramento, CA 95814

Wednesday July 26, 2006

10:00 am – 3:00 pm
West End Educational Service Center
8265 Aspen Ave.
Rancho Cucamonga, CA 91730

Time Survey training attendance is **mandatory** for all LEC MAA Coordinators and LGA MAA/TCM Coordinators who will be claiming CMAA, TCM, and/or SMAA for fiscal year 2006/2007. If an LEA is claiming through an LGA, that LGA MAA/TCM Coordinator must attend both the School-Based MAA Time Survey training and the County-Based MAA/TCM Time Survey Training. LECs & LGAs will not be allowed to claim MAA for fiscal year 2006/2007 if their Coordinator **or** the Coordinator's authorized alternate representative fail to attend one session of the CMAA/TCM and/or SMAA training workshop. Similarly, attendance for CMAA/TCM Time Survey training is mandatory for the TCM time survey for fiscal year 2006/2007 to be considered valid.

If you are unable to attend and wish to send an alternate representative in your place (i.e. representatives from your staff and/or the claiming unit staff) a written request with justification must be sent to CDHS by May 19, 2006. CDHS will respond to all alternate requests by May 26, 2006.

These training workshops are designed as "Train the Trainer" sessions and space is limited to 100-150 participants at each location. Priority will be given to LEC and LGA Coordinators and their immediate staff.

LEC MAA Coordinators, LGA MAA, and TCM Coordinators
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Registration for all of the training workshops is required. CMAA and TCM registration will be coordinated by Cathleen Gentry. You will be hearing from Cathleen on the registration process prior to each training workshop.

SMAA registration will be coordinated by CDHS. The enclosed SMAA training registration form should be sent to Melinda Chan at MChan@dhs.ca.gov by June 15, 2006.

If you have any questions regarding County Based Medi-Cal Administrative Activities please contact your county analyst or for questions regarding School Based MAA please contact Barbara Schultz, Chief, School Based Medi-Cal Administrative Activities Unit at (916) 552-9616 BSchultz@dhs.ca.gov, and for questions regarding TCM please contact Linda Battles, Chief, Targeted Case Management Unit at (916) 440-7651 LBattles@dhs.ca.gov.

Sincerely,

Original Signed by Elizabeth Touhey

Elizabeth Touhey, Acting Chief
Medi-Cal Benefits Branch

Enclosure: SMAA Registration Form

cc: Ms. Cathleen Gentry
MAA/TCM Consultant
Local Governmental Agency
455 Pine Avenue
Half Moon Bay, CA 94109